

APPENDIX "H"

Coding instructions for mergers, splits, and
settlements with offsetting wage changes
resulting in an OTL adjustment equal to 0.
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1. Merging 2 or more situations:

Code the terms of the merged situation, maintaining the schedule number of the largest component. On the last record for each of the smaller components of the merged unit,

:code "4" in typeworker field BA 24

:on top of the last coding card(s) for the smaller unit(s), record the number of the situation to which it is being merged. The smaller units will be deactivated after the data are no longer needed for the 4-quarter moving average measures and comparisons with when the same parties previously bargained.

2. Splits of existing situations.

The largest component of a split situation maintains the schedule number of the original unit. New schedule numbers should be assigned for each of the smaller component groups with at least 900 workers. Note on the top of the coding card for these new units the schedule number of the previous situation.

3. Unit(s) that repeatedly merge and split.

Maintain these situations as separate units. If the settlement reached in any given round covers 5,000 workers or more, prepare a compensation package estimate. Consult your team leader if you have any questions.

4. Settlements with offsetting wage changes resulting in OTL
adjustments equal to 0.

Code all wage changes in cents per hour terms. For example:
2 year contract with \$10.00 base wage rate, and 10% wage cut
1/1/87 that is restored on last day of the contract 12/21/88.

Code: Base wage rate	\$10.00
1/1/87 wage change	-\$1.00
12/21/88	+\$1.00